

8-26-1974

UA51/1/4 Things About Us, Vol. 1, No. 2

WKU Libraries

Follow this and additional works at: http://digitalcommons.wku.edu/dlsc_ua_records



Part of the [Library and Information Science Commons](#)

Recommended Citation

WKU Libraries, "UA51/1/4 Things About Us, Vol. 1, No. 2" (1974). *WKU Archives Records*. Paper 2648.
http://digitalcommons.wku.edu/dlsc_ua_records/2648

This Newsletter is brought to you for free and open access by TopSCHOLAR®. It has been accepted for inclusion in WKU Archives Records by an authorized administrator of TopSCHOLAR®. For more information, please contact topscholar@wku.edu.

THINGS

ABOUT

US

** notes about the division of library services
at western kentucky university
august 26, 1974

volume 1, number 2

TELEPHONE DIRECTORY

Attached is an up-dated Telephone
Directory listing extension numbers in
Helm-Cravens Library and campus num-
bers for all areas in Academic Services.

.....

KLA

The annual convention of the Kentucky
Library Association will be held this year
on October 24-26 in Louisville, Kentucky,
at the Ramada Inn on Hurstbourne Lane.
Those interested in attending, please
notify the secretary to the Director of
Library Services.

.....

LIBRARY STUDY CARRELS AND LOCKERS

New procedures for the assignment of study
carrels and lockers have been established.
These new policies are now effective:

The Helm-Cravens Library provides several
types of study carrels for use of undergraduate and graduate students. Carrels are located
on all three floors in the Helm Library and on floors five through nine of the Cravens Grad-
uate Center and Library. Faculty study offices are provided by the Graduate College and
are located on the second floor of the Cravens Graduate Center and Library. These offices
are assigned by the Office of the Dean of the Graduate College.

Open Study Carrels. These carrels are unassigned and may be used by anyone. Library
books left in these carrels will be reshelfed by the library assistants on a daily basis.

Assigned Open Carrels. On each floor certain open carrels have been designated for assign-
ment. These carrels are assigned by the floor librarian and are available for short term
use by both undergraduate and graduate students. Library resources displaying carrel check-
out slips may be left in these carrels. Personal books or papers should not be left.

Lockers. For the benefit of students using assigned open carrels lockers are available on
the sixth and eighth floors of the Cravens Graduate Center and Library and on the ground
floor of Helm Library. These lockers may be used for storage of personal books, papers,
and properly checked out library resources, on a short term basis. Assignment of lockers
is made by the floor librarian. All lockers are checked weekly and those found not in use,
or to contain improperly checked out library materials, will have the locks removed and
personal materials placed in the library office. Locks are furnished without cost and no
personal locks are permitted.

Locked Carrels. A limited number of locked carrels are available for graduate students.
These carrels are assigned for one semester, or less. Carrels will be checked periodically
and those not in use, or found to have improperly checked out library materials may be
cleared and reassigned. Assignment of these carrels located on the sixth and seventh floors
of Cravens Graduate Center and Library will be made by the sixth floor librarian. Assign-
ment of these carrels located on the eighth and ninth floors will be made by the eighth and
ninth floor librarians. Application forms to be completed by the student and his graduate
advisor are available in the sixth, eighth and ninth floor offices.

more.....

LIBRARIAN ASSIGNMENTS FOR LIBRARY ORDERS

Assignment of Educational Services Divisional Librarians has been made for the 1974-75 academic year. Instructional Area Codes and Librarian Assignments for Library Orders are listed by college and by the name of the divisional librarian. These individuals will serve as liaison between instructional areas and the library.

HELM-CRAVENS
TELEPHONE DIRECTORY

OFFICE
EXTENSION

47 Dr. Wassom's Office
43 Miss Walton's Office
21 Dr. Rees' Office
34 Miss Tyler's Office
41 Acquisitions Section
38 Bindery/Serials Section
(CGC 3)
42 Budgetary Section (CGC 3)
40 Cataloging Section (CGC 3)
Checkers Station
29 Helm (HL 1)
37 Cravens (CGC 4)
39 Data & Book Processing
Section (CGC 4)
27 Dial Access (HL 2)
(33 Information Desk)
52 Documents (CGC 7)

OFFICE
EXTENSION

49 Education (CGC 5)
53 History (CGC 8)
51 Humanities (CGC 6)
45 Information Desk (CGC 4)
23 Inter-Library Loan (HL 1)
28 Juvenile/Technology
Collection (HL G)
25 Law (HL 2)
(33 Information Desk)
49 Microforms (CGC 5)
26 Periodicals (HL 2)
(33 Information Desk)
31 Reference (HL 1)
36 Reserve (CGC 4)
54 Social Science (CGC 9)
30 Xerox (HL 1)

OTHER NUMBERS

4874 Office of the Dean
4875 Office of the Assistant Dean
3754 Audio-Visual
2491 Educational Resources Center
2153 Educational Television
4652 Grant and Contract Services
3951 Helm-Cravens Library
2291 Institutional Research
4844 Jones-Jaggers Laboratory
School Library

2592 Kentucky Library
4771 Kentucky Museum
3951 Library Educational Services
3951 Library Technical Services
2153 Media Services
4981 Research and Computer Services
3958 Science Library
4793 Wilson Hall

LIBRARIAN ASSIGNMENTS FOR LIBRARY ORDERS

Almond

- 501 College of Applied Arts & Health
- 502 Library Science
- 503 Military Science
- 504 Nursing
- 505 Home Ec. & Family Living
- 506 Dental Hygiene
- 507 Health & Safety

Brightup

- 201 College of Education
- 202 Elementary Education
- 203 Secondary Education
- 204 Educational Foundations & Curriculum
- 205 Center for Career & Vocational Teacher Education
- 206 Industrial Education
- 207 Psychology
- 208 P. E. & Recreation
- 209 Counselor Education
- 210 Educational Research
- 211 School Administration
- 212 Jones-Jaggers Lab. School
- 213 Reading & Special Education

Cossey

- 301 Potter College of Arts & Humanities
- 302 Art
- 303 English
- 304 Foreign Languages
- 306 Music
- 307 Philosophy & Religion
- 308 Speech & Theatre
- 309 Mass Communications

Moffeit

- 305 History
- 913 Center for Intercultural & Folk Studies

Neel

- 401 Ogden College of Science & Technology
- 402 Agriculture
- 403 Biology
- 404 Chemistry
- 406 Mathematics
- 407 Physics & Astronomy
- 408 Engineering Technology

Williamson

- 101 B. G. College of B. & P. A.
- 102 Accounting
- 103 Economics
- 104 Government
- 105 B. E. & O. A.
- 106 Sociology & Anthropology
- 107 Business Administration
- 108 Public Services Institute
- 405 Geography & Geology

55 Adcock, Wilma	41 Masannat, Janice
25 Alden, Lenore (33)	42 McCormack, Judy
40 Allan, Linda	38 McGown, Bette Joe
41 Allen, Julie	29,37 Minnich, Virgil
28 Almond, Jean	53 Moffeit, Tony
29 Bates, Francis	40 Napier, Nancy
40 Bausser, Janet	32 Parrent, Blanche
36 Bean, Earl	40 Pitchford, Patsy
21 Brightup, Betty	31 Redelsheimer, Pat (23)
49 Brightup, Don	22 Rees, Robert
39 Brown, Ann	29,37 Robinson, Erna
52 Brown, Jo Nell	27 Rowe, Alice (33)
26 Clark, Martha Jean (33)	42 Rutledge, Diane
51 Cossey, Elizabeth	29,37 Sacrey, James
50 Crawford, Sharon	39 Shelton, Sibyl
36 Daniels, Lucy	36 Sholar, Linda
40 Davis, Rose	52 Shumaker, Earl
45 Dinning, Elizabeth	47 Smith, Debbie
40 Durham, Nada	31 Solley, Nancy (24)
56 Foster, Connie	53 Steele, Peggy
31 Foster, Imogene (24)	40 Steen, Nancy
25 Gaddie, Shannon (33)	29,37 Todd, Julia
39 Gipson, Teresa	35 Tyler, Sara
52 Gleaves, Sara Helen	54 Vincent, Leon
26 Greene, Charlotte	4874 Walker, Elda
39 Griffin, Kathy	44 Walton, Pat
29,37 Grissom, Beatrice	48 Wassom, Earl
39 Hardcastle, Doris	29,37 Webb, A. F.
4874 Hardin, Dr. Henry	40 Wells, Eunice
49 Heyduck, Marjorie	41 Williams, Marilyn
29,37 Hines, C. W.	54 Williamson, Duane
28 Hoque, Rita	56 OPERATOR
29,37 Holland, Elizabeth	
43 Hora, Carolyn	
40 Huebotter, Debra	
51 Isbell, Rosa	
41 Jewell, Stella	
39 Koenig, Sally Ann	
29,37 Larmon, Mycliffe	
31 MacLeish, Patricia (23)	
40 Mak, Shiu-Yue	
39 Malone, Ann	

INSTRUCTIONAL AREA CODES AND LIBRARIAN ASSIGNMENTS FOR LIBRARY ORDERS

101	<u>B. G. College of B. & P. A.</u>	309	Mass Communications - Cossey
102	Accounting - Williamson	913	Center for Intercultural & Folk Studies - Moffeit
103	Economics - Williamson	401	<u>Ogden College of Science & Technology</u>
104	Government - Williamson	402	Agriculture - Neel
105	B. E. & O. A. - Williamson	403	Biology - Neel
106	Sociology & Anthropology - Williamson	404	Chemistry - Neel
107	Business Administration - Williamson	405	Geography & Geology - Williamson
108	Public Services Institute - Williamson	406	Mathematics - Neel
201	<u>College of Education</u>	407	Physics & Astronomy - Neel
202	Elementary Education - Brightup	408	Engineering Technology - Neel
203	Secondary Education - Brightup	501	<u>College of Applied Arts & Health</u>
204	Educational Foundations & Curriculum - Brightup	502	Library Science - Almond
205	Center for Career & Vocational Teacher Education - Brightup	503	Military Science - Almond
206	Industrial Education - Brightup	504	Nursing - Almond
207	Psychology - Brightup	505	Home Ec. & Family Living - Almond
208	P. E. & Recreation - Brightup	506	Dental Hygiene - Almond
209	Counselor Education - Brightup	507	Health & Safety - Almond
210	Educational Research - Brightup		<u>Academic Services</u>
211	School Administration - Brightup	001	Institutional Research (Madron)
212	Jones-Jaggers Lab. School - Brightup	002	Library Educational Services (Wassom)
213	Reading & Special Education - Brightup	002A	Reference (Foster)
301	<u>Potter College of Arts & Humanities</u>	002B	Social Science (Williamson)
302	Art - Cossey	002C	Humanities (Cossey)
303	English - Cossey	002D	Law (Alden)
304	Foreign Languages - Cossey	002E	Science (Neel)
305	History - Moffeit	002F	E. R. C. (Lovell)
306	Music - Cossey	002G	Education (Brightup)
307	Philosophy & Religion - Cossey	002H	Juv & Tech (Almond)
308	Speech & Theatre - Cossey	002I	Documents (Gleaves/Shumaker)
		002J	History (Moffeit)
		003	Library Technical Services (Walton)
		004	Dean, Academic Services (Hardin)
		005	Director of Library Services (Wassom)